

NOTICE OF JOB OPENING

The First Judicial Circuit is accepting applications for the position of General Counsel for the Juvenile Office. Duties begin January 1, 2014.

GENERAL COUNSEL FOR JUVENILE OFFICE OF THE FIRST JUDICIAL CIRCUIT

Job Description

Qualifications:

- Member in good standing of the Missouri Bar
- Have minimum Supreme Court-required GAL training and maintain certification through court-approved instruction

Duties:

- Prepare for and attend all court proceedings for juvenile court in Clark, Scotland and Schuyler Counties necessary to comply with applicable time standards
- Prepare all pleadings, proposed judgments and orders
- Advise and consult with three juvenile officers on an as-needed basis

Other Information:

- Compensation will be based on an annual payment of \$30,000 per year, payable in 12 equal monthly installments
- Successful candidate shall be hired as an independent contractor and shall not be considered an employee of any county or the First Judicial Circuit
- Contract shall be for a one-year period, renewable upon agreement of the parties.
- This is a county-paid position.

Interested applicants should submit a letter of interest by mail prior to November 15, 2013, to the following address:

Gary Dial
Presiding Judge
Scotland County Courthouse
117 S. Market, Suite 205
Memphis, MO 63555